

Patient Name: \_\_\_\_\_

DOB \_\_\_\_\_



**MAB PULMONARY/SLEEP MEDICINE**

Dr. S. Jerry Pinto  
Holly Bell, ARNP-C

Hello,

Please fill out this paperwork and bring it with you to your appointment along with your insurance cards and a list of medications you may be taking including anything over the counter. Be sure to include any vitamins, herbs and supplements

It is essential if you have seen another Pulmonologist/Sleep Specialist that you bring those records with you to your appointment.

If you are unaware of your specialist co-pay/co-insurance you may want to check with your insurance company as you will be responsible for that payment when you check in.

\*Due to changes in healthcare guidelines, all prescription refills and new appointment requests must be made through your personalized patient portal.

In order to set you up with your portal, we must have a valid email address on file.

\_\_\_\_\_ @ \_\_\_\_\_

If you are currently under the care of another physician in our group (MAB), we may already have your email on file, please ask us for your log-in credentials. We'll be happy to give you a print-out at check out.

Thank you ☺



**PATIENT INFORMATION**

**TODAY'S DATE** \_\_\_\_\_

Patient's Name \_\_\_\_\_  
(Last) (First) (MI)

DOB \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Social Security # \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Marital Status \_\_\_\_\_  Male  Female

RACE:  American Indian or Alaska Native  Asian  Native Hawaiian  Black or African American  White  
 Other Pacific Islander  Do Not Want to Disclose

ETHNICITY:  Hispanic  Non-Hispanic  Do Not Wish To Disclose

PREFERRED LANGUAGE:  English  Spanish  French  Indian (includes Hindu & Tamil)  Other

Address: \_\_\_\_\_  
(street) (City, State) (Zip Code)

Home phone (\_\_\_\_\_) \_\_\_\_\_ Cell phone (\_\_\_\_\_) \_\_\_\_\_ Work phone (\_\_\_\_\_) \_\_\_\_\_

Email address \_\_\_\_\_ Patient's Employer \_\_\_\_\_

Name of spouse or Parent \_\_\_\_\_ Emergency contact information

Address \_\_\_\_\_ Name \_\_\_\_\_

Relationship \_\_\_\_\_ Phone #: \_\_\_\_\_

Referring Physician \_\_\_\_\_ Family Doctor \_\_\_\_\_ Phone #: \_\_\_\_\_

**INSURANCE INFORMATION**

Primary Insurance Co. \_\_\_\_\_ Policy # \_\_\_\_\_

Name of Insured party \_\_\_\_\_ DOB: \_\_\_\_\_ SS # \_\_\_\_\_

Secondary Insurance Co. \_\_\_\_\_ Policy # \_\_\_\_\_

Name of Insured party \_\_\_\_\_ DOB: \_\_\_\_\_ SS # \_\_\_\_\_

I understand that I am financially responsible for all charges of services to me, including co co-payments, co-insurance, out-of pocket, deductibles and non covered services, I authorize the payments from my insurance company(s) according to my medical benefits be made payable to Medical Associated of Brevard for professional services rendered. I understand that I will receive statement reflection my account balance and that the FINAL PAYMENT of this account is my responsibility. Furthermore, should I default on payment of service rendered I agree to pay all collection costs including reasonable attorney's fee. I authorize the disclosure of medical information to all Medical Associates of Brevard as well as to my insurance company(s).

LIFETIME SIGNATURE AUTHORIZATION: This signature and assignment is to be a continuing one, remaining in effect until revoked in writing by the undersigned. It signifies that all information given is current.

SIGNED \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_



TODAY'S DATE \_\_\_\_\_

Patient's Name \_\_\_\_\_ DOB \_\_\_\_\_

REASON FOR APPOINTMENT: \_\_\_\_\_

PAST MEDICAL PROBLEMS: Please list ALL medical problems including those you are taking medications for:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**FAMILY HISTORY**

Family member	Age (if living)	Health		List any illnesses	If deceased Cause of death	Age of death
		Good	Poor			
Father						
Mother						
Brothers or sisters						
Children						

**PERSONAL HISTORY:** (Women: do not list pregnancies)

Surgery/Hospitalization	Diagnosis	Date/Year

**RISK FACTORS**

Do you smoke? \_\_\_\_ How much? \_\_\_\_\_ Per day  
 Did you smoke previously? \_\_\_\_\_  
 What year did you quit? \_\_\_\_\_  
 Do you drink alcohol? \_\_\_\_\_ How often? \_\_\_\_\_  
 Do you use recreational drugs? \_\_\_\_\_  
**When did you last have the following? (date)**  
 Chest x-ray \_\_\_\_\_ Chest CT \_\_\_\_\_  
 PET/CT \_\_\_\_\_ Sleep Study \_\_\_\_\_  
 T.B. Skin test \_\_\_\_\_  
 T.B. Positive/Negative \_\_\_\_\_  
 Pulmonary Function Test (Date) if applicable \_\_\_\_/\_\_\_\_/\_\_\_\_

**PRESENT MEDICATIONS**

1.
2.
3.
4.
5.
6.
7.
8.
9.
10.
<b>DRUG ALLEGERGIES</b>
1
2.
3.
4.
5.
6.

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**REVIEW OF SYSTEMS:**

Place an X before signs of symptoms which you presently have or have had frequently

**1. CONTITUTIONAL**

- \_\_\_\_\_ weight loss
- \_\_\_\_\_ fever
- \_\_\_\_\_ chills
- \_\_\_\_\_ fatigue
- \_\_\_\_\_ loss of appetite

**2. NEUROLOGICAL**

- \_\_\_\_\_ convulsions
- \_\_\_\_\_ loss of consciousness
- \_\_\_\_\_ tremors
- \_\_\_\_\_ tingling

**3. EYES**

- \_\_\_\_\_ blurring
- \_\_\_\_\_ sudden blindness
- \_\_\_\_\_ double vision

**4. EARS/NOSE/THROAT**

- \_\_\_\_\_ sinus pain
- \_\_\_\_\_ sinus drainage
- \_\_\_\_\_ hoarseness
- \_\_\_\_\_ nasal polyps

**5. LYMPH/BLOOD**

- \_\_\_\_\_ easy bruising
- \_\_\_\_\_ frequent bleeds
- \_\_\_\_\_ swelling in neck/underarms

**6. PULMONARY**

- \_\_\_\_\_ wheezing
- \_\_\_\_\_ cough, dry
- \_\_\_\_\_ cough with phlegm
- \_\_\_\_\_ shortness of breath w/activity
- \_\_\_\_\_ blood in sputum

**7. SLEEP**

- \_\_\_\_\_ difficulty falling asleep
- \_\_\_\_\_ difficulty staying asleep
- \_\_\_\_\_ daytime fatigue/sleepiness
- \_\_\_\_\_ snoring

**8. CARDIOVASCULAR**

- \_\_\_\_\_ chest pain
- \_\_\_\_\_ palpitation
- \_\_\_\_\_ heart murmur
- \_\_\_\_\_ swelling of ankles/feet

**9. GASTROINTESTINAL**

- \_\_\_\_\_ difficulty swallowing
- \_\_\_\_\_ heartburn
- \_\_\_\_\_ vomiting
- \_\_\_\_\_ diarrhea

**10. GENITOURINARY**

- \_\_\_\_\_ frequent urination at night
- \_\_\_\_\_ blood in urine
- \_\_\_\_\_ painful urination

**11. MUSCULOSKELETAL**

- \_\_\_\_\_ joint pain
- \_\_\_\_\_ joint swelling
- \_\_\_\_\_ generalized muscle aches
- \_\_\_\_\_ morning stiffness

**12. SKIN**

- \_\_\_\_\_ rash
- \_\_\_\_\_ ulceration
- \_\_\_\_\_ discoloration

**13. KIDNEY**

- \_\_\_\_\_ kidney stones
- \_\_\_\_\_ kidney disease

**14. PSYCHIATRIC**

- \_\_\_\_\_ mood swings
- \_\_\_\_\_ panic attacks
- \_\_\_\_\_ depression

**ANY OTHER IMPORTANT SYMPTOMS:**

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**HIPAA RELEASE**

I authorize Medical Associates of Brevard to discuss my health care information with:

\_\_\_\_\_  
(Name) (Relationship) (Phone #)

\_\_\_\_\_  
(Name) (Relationship) (Phone #)

Signed \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

I authorize Medical Associates of Brevard to leave a dated message on my answering machine.

Signed \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Notice of Privacy Practices**

I acknowledge that I have received a copy of the Provider Notice of Privacy Practices for Medical Associates of Brevard. The Provider Notice of Privacy Practices describes the types of uses and disclosures of my protected health information that might occur in my treatment, payment for services, or in the performance of office health care operations. The Provider Notice of Privacy Practices also describes my right and the responsibilities and duties of Medical Associate of Brevard with respect to my protected health information.

\_\_\_\_\_  
Name of Patient or Personal Representative

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Name of Witness Date

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**FINANCIAL ASSIGNMENT AND AGREEMENT**

Thank you for choosing our practice. We are committed to providing the highest quality of service. Because patients often have questions regarding insurance and patient responsibility, we have elected to make a policy update which will outline the details involved in the billing process.

**Patients are responsible for all co-payments, co-insurances and deductibles as outlined by their insurance. Patients are expected to pay this amount at the time of service.** Please note that this arrangement is part of your contract with your insurance company and failure on our part to collect this from patients could be considered insurance fraud. Please help us comply with insurance rules by paying this amount at each visit. While we may be able to estimate what your portion will be, the final amount is determined by your insurance company.

If you do not have a valid credit card then another form of payment (e.g. check or cash) will be expected at the time of the visit. We also have payment plans available to help you with your balance if needed.

Below is a guide that will hopefully make this process easier for you to understand.

<b>If you have:</b>	<b>Your responsibility:</b>	<b>Staff assistance:</b>
Medicare with a secondary	No payment due unless it is determined that the secondary will not cover your co-pay/deductible in full. You are required to pay the difference.	File the claim on your behalf to Medicare and our secondary insurance.
Medicare only	You are required to pay your annual deductible and 20% co-insurance for services rendered.	File the claim on your behalf to Medicare and give you an ESTIMATE of the costs of services to be rendered
Private insurance	Payment for patient responsibility portion of all services rendered.	Assist to determine co-pay and co-insurance amounts. We will give you an ESTIMATE of the costs of services to be rendered.
HMO's and PPO's (which we are in network)	Payment for patient responsibility portion of all services rendered.	Assist to determine co-pay and co-insurance amounts. We will give you an ESTIMATE of the costs of services to be rendered
Health Savings Accounts/High deductible plans	Payment in full of services rendered unless deductible has been met – then please refer to private insurance information.	Assist to determine how much of the deductible has been met and any co-insurance due. Make payment arrangements if approved by Provider.
No insurance	Payment in full for services rendered.	Work with you to settle your account. Make payment arrangement if approved by Provider.

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

Patient Name: \_\_\_\_\_

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**FINANCIAL POLICY (CONTINUED)**

**Regarding Insurance**

We participate in most major insurances. For some other insurance, we accept assignment of benefits but in all cases we require that the guarantor, the person who is financially responsible, is personally liable for all balances not covered by insurance. *It is your responsibility to understand your insurance coverage*, and comply with any predetermination of benefits or referral requirements. Please be aware that some, and perhaps all, of the medical services provided may be a non-covered service or may not be considered medically necessary under the Medicare Program or by other medical insurance companies. You may also be subject to a deductible that would require you to pay for your entire visit. We do offer a cash paying discount for persons who are not covered by insurance, and these cases are decided upon by the physician.

**Usual and Customary Rates**

We are committed to providing the best treatment for our patients and all of Medical Associates of Brevard's providers charge what we believe to be reasonable and customary fees for our region and specialty. If your insurance company uses a different fee schedule, you will be responsible for any balance remaining.

**No Show Fees**

Because we want to offer appointments to all of our patients who need them, patients that fail to provide 24 hours notice before canceling their appointment are considered a NO SHOW. These NO SHOW appointments are subject to a \$25 charge.

**Past Due Accounts**

We will attempt to work out a payment schedule with you, but seriously overdue accounts will be referred to a collection agency. Legal fees that we pay to secure past due balances will be added to your account.

**Returned Checks**

For checks returned to us as unpaid by your bank, we will charge a \$20 fee. This fee plus the amount shown on the returned check must be paid by certified check, cash or credit card only. Future payments to our office by patients who have had a check returned will need to be made by cash or credit card only.

I have read the Financial Policy. I understand and agree to the Financial Policy.

I have read part 2 of the financial policy. I understand and agree to the financial policy.

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_